

**EFFECTIVE**

December 1, 2017.

**Subject(s)**

1. Definition of Commencement.
2. MIC Investigations.
3. General Instructions.
4. Law Enforcement Information Network (LEIN).
5. Worker Safety.
6. Substance and Alcohol Exposed Infants.
7. Case Responsibility When a Child is Returned Home within Seven Days.
8. Safe Care Plan.
9. Child Abuse/Neglect Central Registry-MIC cases.

**1) Definition of Commencement****PSM 712-4, Definition of Commencement**

Commencement is defined as an action taken, within 24 hours of a complaint, to begin an investigation of the child suspected of being abused or neglected. Acceptable activities taken to begin an investigation may vary and could include any of the following:

- Communication or contact with the child suspected of being abused or neglected, the child's caregiver, or another person involved with the child.
- Communication or contact with a person who knows the child, recently saw the child or has relevant knowledge about the family situation, such as a teacher, a neighbor, friend, relative, sibling, agency staff, other professional, etc.
- Communication or contact with law enforcement, medical staff, or emergency first responder who has current or recent knowledge about the child.

**Note:** Contact with the reporting person would not be an acceptable commencement.

*Reason:* CPS Program Office recommendation.

## **2) CPS-MIC Investigations**

### **PSM 712-6, CPS-MIC Investigations**

Several updates were made to CPS-MIC intakes and CPS-MIC investigations.

*Reason:* CPS Program Office recommendation.

## **3) General Instructions**

### **PSM 713-1, General Instructions**

Instructions were provided for contacting non-custodial parents and not maintaining recorded interviews conducted by Children's Assessment Centers.

*Reason:* CPS Program Office recommendation.

## **4) Law Enforcement Information Network (LEIN)**

### **PSM 713-02, Law Enforcement Information Network (LEIN)**

Law Enforcement Information Network (LEIN) policy has moved to [SRM-700, Law Enforcement Information Network \(LEIN\)](#).

*Reason:* Office of Child Welfare Policy and Programs recommendation.

## **5) Worker Safety**

### **PSM 716-7, Worker Safety**

In situations when substance use/production (including, but not limited to marijuana hash-oil extraction, methamphetamine production and use of carfentanil) is suspected, or worker safety issues are identified, coordination with law-enforcement should occur. If worker safety is a potential concern, workers should not enter homes without the assistance of law enforcement.

**6) Substance and Alcohol Exposed Infants**

*Reason:* CPS Program Office recommendation.

**PSM 712-6, PSM 716-7, Substance and Alcohol Exposed Infants**

CPS will investigate complaints alleging that a newborn was prenatally exposed to substances when exposure was confirmed through:

- A positive meconium screen or umbilical cord tissue.
- A positive urine screen of the newborn.

**Note:** If the meconium results are pending, reporters must be advised of their obligation to contact centralized intake again if the newborn's tests are found to be positive for a controlled substance, or if the newborn exhibits symptoms indicating exposure to a controlled substance.

*Reason:* CPS Program Office recommendation.

**7) Case Responsibility When a Child is Returned Home within Seven Days****PSM 715-04, CPS Coordination with Foster Care**

Changes were made to the previous language that allowed CPS to resume case responsibility when a child returned home within 21 days of removal. CPS will retain case management responsibility when children are in out-of-home placement for seven calendar days or less.

*Reason:* Alignment with Child and Family Services Review permanency outcomes.

**8) Safe Care Plan****PSM 716-7, Safe Care Plan**

In an investigation involving an infant identified as being affected by substance use, withdrawal symptoms, or Fetal Alcohol Spectrum

Disorder (FASD), the worker must develop a safe care plan that will address:

- The health and safety needs of the infant.
- The substance use treatment needs of the mother.
- The needs of other household family members.

Services provided to the infant and family may be implemented by MDHHS or by another service provider including, but not limited to, home visitation program, substance use disorder prevention, treatment or recovery, or family preservation services.

Addressing these concerns through the use of appropriate referrals is required. The referral and/or implementation of these services **must** be documented by the worker in both the Social Work Contacts and the Case Disposition narrative in MiSACWIS.

*Reason:* Comprehensive Addiction and Recovery Act CARA/CAPTA compliance.

#### 9) CA/N Central Registry-MIC Cases

#### **PSM 713-13, Overview, Child Abuse/Neglect Central Registry**

Changes were made to the previous language regarding placement of individuals on Central Registry for the following groups: non-parent adult perpetrators who reside outside the child's home, licensed foster parents, owners, operators, volunteers, or employees of licensed or registered child care organizations. Individuals in these groups **must** be listed on Central Registry in any case in which there is a preponderance of evidence of child abuse and/or neglect (CA/N), **when the victim is not their own child.**

*Reason:* Legal clarification.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Changed Items ...**

[PSM 712-4](#)

[PSM 712-6](#)

[PSM 713-01](#)

[PSM 713-02](#)

[PSM 713-13](#)

[PSM 715-4](#)

[PSM 716-7](#)